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Candace Havens  
Director

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**WORKING SESSION MEMORANDUM**

**DATE:** February 8, 2013

**TO:** Alderman Marcia Johnson, Chairman  
Members of the Zoning and Planning Committee

**FROM:** Candace Havens, Director of Planning and Development  
James Freas, Chief Planner for Long Range Planning

**RE:** Zoning Reform, Phase 1

**MEETING DATE:** Working Session on February 11, 2013

**CC:** Board of Aldermen  
Planning and Development Board  
Donnalyn Kahn, City Solicitor

A handwritten signature in black ink, appearing to be "JH", located to the right of the "FROM:" line.

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Phase 1 of the Comprehensive Zoning Reform project kicks off February 11<sup>th</sup>. A talented team from Code Studio was selected to oversee this process, led by Principal Lee Einsweiler. Lee will be meeting with the Zoning and Planning Committee on February 11<sup>th</sup> to introduce himself, describe the capabilities of his firm and to answer any questions the Committee may have about his approach to overseeing Phase 1 of the Zoning Reform efforts.

Phase 1 is focused on enhancing the usability of the existing ordinance with discussions around ways to make it easier for the average resident or business owner to use. This will include reorganization, the use of illustrations, tables, and indexes, and the clarification of inconsistencies. The new ordinance will be web-enabled with links between sections to facilitate use of the ordinance and is expected to be complete by this summer.

Phase 2 of the zoning reform project is scheduled to begin in the fall of this year. At that time, further consideration will be given to its underlying policies and the ways in which our ordinance could best execute the goals of the *Comprehensive Plan*.

## About Code Studio

The following is an excerpt from Code Studio's website as a means of introducing the firm and Lee Einsweiler:

Code Studio was founded to focus on quality place-making strategies—moving plans from imagination to implementation. Over the years, members of Code Studio have been involved in planning and code initiatives in over 50 communities across the country. Together, we have worked on a diverse set of projects, including zoning, subdivision and unified codes for cities and counties; form-based codes for special areas such as downtowns and corridors; design standards for commercial and residential development; and downtown, corridor and small area plans.

Code Studio pursues planning and implementation work that yields vibrant, mixed use, walkable communities through creative urban infill, redevelopment and incremental change. Our work ranges from quick revisions of existing codes to paradigm shift in a community's approach to development regulation. While not directly aligned with any planning movement, the firm is well-versed in smart growth, new urbanism, sustainability and green building issues.

### LEE EINSWEILER, PRINCIPAL

Lee has been involved in planning, zoning and plan implementation in a variety of settings over the past 25 years. Lee sharpened his skills in the preparation of zoning and subdivision regulations across the country, and has been personally responsible for over 50 code projects, including the complete revision and adoption of over 20 codes. His combination of conventional zoning know-how and new code approaches are rare in the profession, and his ability to facilitate the consideration and adoption of new zoning serves his clients well.

### Other Members of the Consultant Team

Joel Russell, Land Use Attorney and Planning Consultant with Joel Russell Associates, Northampton, MA.

Jay Wickersham and Bennet Heart, Attorneys with Noble & Wickersham LLP, Cambridge, MA.

Jason Schrieber, Principal with Nelson Nygaard Associates, Boston, MA